



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

February 6, 2009


MEMORANDUM FOR DISTRIBUTION

SUBJECT: Establishment of a Task Force Vacancy Fill

Effective immediately, Ms. Carolyn Willis, Director, Acquisition Career Management (DACM) is assigned to lead a 90-Day Task Force to resolve a growing number of staffing shortfalls in some Program Executive Offices and Program Offices. Ms. Willis will interface with leaders in Program Executive Offices, supporting Systems Commands, Office of Civilian Human Resources, and Human Resources Service Centers to address the gap between authorized billets and on-board personnel.

This assignment will leverage Ms. Willis' expert knowledge in acquisition and workforce policies to fill vacant positions. It is crucial that we fill open vacancies in advance of anticipated increased Acquisition Workforce demand and ensure program success.

During Ms. Willis' assignment, Mr. Kenneth Dotson, the DACM Chief of Staff, will serve as Acting DACM. He can be reached at (703) 614-2695.


James E. Thomsen
Principal Civilian Deputy

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